

1968-69



EDISON JUNIOR COLLEGE





GENERAL CATALOG

EDISON JUNIOR COLLEGE

Fort Myers, Florida

Serving Charlotte, Collier, and Lee Counties

1968 - 1969

Volume Six

COVER

by

Mr. Gregory P. Fulton

PHOTOGRAPHS

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College Calendar 1968 - 69

SESSION I

August 12-23	Testing, orientation, advisement, registration of all full-time students BY APPOINTMENT. Room E103.
August 21	Last date to apply for full-time admission for Session I.
August 27	Faculty Orientation.
August 28	Last day for Pre-Registered Students to pay their fees. Articulation Conference.
August 29	Advisement for returning students by appointment. Late testing for full-time students, 9:00 A.M., Room B101. Late testing fee of \$5.00. 6:30 P.M.-8:30 P.M. — Registration for part-time and evening students only.
August 30	9:00 A.M.-4:00 P.M. — Open registration by appointment for new and returning students and part-time and evening students.
LAST DATE TO APPLY FOR GRADUATION AT END OF SESSION I.	
September 2	Labor Day Recess
September 3	Classes begin for Session I. Late registration fee of \$5.00.
September 4	Last day to change program of classes.
September 5	Fall Convocation (11:00 A.M.) — All faculty and students required to attend.
September 9	Last day to enter classes.
September 16	Last day to withdraw with refund of fees.
September 30	Last day to withdraw with grade of "W".
October 1	Advising by appointment and Pre-Registration for Session II begins.

October 21-24	Mid-Session Examinations.
October 25	Advisory grades due from instructors.
November 27	(Wednesday, 10:00 P.M.) Thanksgiving Recess begins.
December 2	Classes resume.
December 16-19	Final Examinations.
December 20	Final Grades due from instructors. (Friday, 5:00 P.M.) End of Session I.

SESSION II

December 20	Testing BY APPOINTMENT for new full-time students, Session II.
December 26	Last date to apply for full-time admission, Session II.
January 3	Last day for Pre-Registered Students to pay their fees.
January 6	Advisement for returning students by appointment. Late testing by appointment for new full-time students, 9:00 A.M., Room B101. Late testing fee of \$5.00.
January 7	Orientation and advisement for new full-time students, Room B101. 6:30-8:30 P.M. — Registration for part-time and evening students only.
January 8	9:00 A.M.-4:00 P.M. — Open registration for new full-time students, returning full-time students, and part-time and evening students. LAST DAY TO APPLY FOR GRADUATION AT END OF SESSION II.
January 9	Classes begin for Session II. Late registration fee of \$5.00.
January 10	Last day to change program of classes.
January 16	Last day to enter classes.
January 23	Last day to withdraw with refund of fees.
February 5	Last day to withdraw with grade of "W".

February 10	Advisement by appointment and Pre-Registration for Sessions III, IV and I begins.
March 3-6	Mid-Session Examinations.
March 7	Advisory grades due from instructors.
April 3	Honors Convocation (11:00 A.M.) — All faculty and students required to attend. (Thursday, 10:00 P.M.) Easter Recess begins.
April 7	Classes resume.
April 21-24	Final Examinations.
April 25	Final grades due from instructors.
April 27	(Sunday, 4:00 P.M.) Graduation. End of Session II.

SESSION III

April 25	Testing BY APPOINTMENT for new full-time students, Session III, Room E103. Last day for Pre-Registered Students to pay their fees.
April 28	Orientation and advisement for new full-time students, Session III, Room B101. Advisement for returning full-time students by appointment. 6:30-8:30 P.M. — Registration for part-time and evening students only.
April 29	9:00 A.M.-4:00 P.M. — Registration by appointment for new full-time students, part-time and evening students, and returning full-time students.
	LAST DATE TO APPLY FOR GRADUATION AT END OF SESSION III.
April 30	Classes begin. Late registration fee of \$5.00.
May 1	Last day to change program of classes.
May 2	Last day to enter classes.

May 7	Last day to withdraw with refund of fees. Last day to withdraw with grade of "W".
May 12	Advisement by appointment and Pre-Registration for Sessions IV and I begins.
May 23	Mid-Session Examinations.
May 26	Advisory grades due from instructors.
May 29	(Thursday, 10:00 P.M.) Memorial Day Recess begins.
June 2	Classes Resume.
June 17-18	Final Examinations.
June 19	Final grades due from instructors. (Tuesday, 10:00 P.M.) End of Session III.

SESSION IV

June 19	Testing BY APPOINTMENT for new full-time students, Session IV. Last day for Pre-Registered students to pay their fees.
June 20	Orientation and advisement for new full-time students, Session IV. Advisement for returning full-time students by appointment. 6:30-8:30 P.M. — Registration for part-time and evening students only.
June 23	9:00 A.M.-4:00 P.M. — Registration for new full-time students, returning full-time students, and part-time and evening students. LAST DAY TO APPLY FOR GRADUATION AT END OF SESSION IV.
June 24	Classes begin. Late registration fee of \$5.00.
June 25	Last day to change program of classes.
June 26	Last day to enter classes.
July 1	Last day to withdraw with refund of fees. Last day to withdraw with grade of "W".

July 3	(Thursday, 10:00 P.M.) July 4 Recess begins.
July 7	Classes resume. Advisement by appointment and Pre-Registration for Session I begins.
July 16	Mid-Session Examinations.
July 18	Advisory grades due from instructors.
August 4-5	Advisement and Pre-Registration by appointment for Session I.
August 11, 12	Final Examinations.
August 13	Final grades due from instructors. (Tuesday, 10:00 P.M.) End of Session IV.

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PHILOSOPHY

The purpose of Edison Junior College is the fulfillment of the individual. In accordance with this purpose, Edison Junior College seeks to cultivate for the student a dynamic socio-educational environment which will provide opportunities for each individual to develop his potential. To accomplish this aim, the college goes beyond its academic boundaries and into the lives of the people of this community to effect a reciprocal relationship. A democratic community draws its vitality from the educated men and women at every level of society. Edison Junior College offers the community and the individual an opportunity to gain knowledge for more meaningful participation in a growing community.

OBJECTIVES

In order to implement its stated philosophy, Edison Junior College has established the following objectives. First, we offer courses paralleling the first two years of degree programs in four-year colleges and universities. Second, we provide additional programs for students who do not plan to complete a four-year degree program, but who can profit from a two-year program of general education, semi-professional education of a technical nature, and specialized education in certificate programs beyond the high school level. Third, we provide a program which will enable students to enrich their lives socially, intellectually, and culturally. Fourth, we serve all segments of the population of the three-county area as an educational and cultural center.

ACCREDITATION MEMBERSHIP

Edison Junior College is part of the Florida state system of public junior colleges, and is accredited by the State Department of Education and the Southern Association of Colleges and Schools.

Edison Junior College is also a member of the American Association of Junior Colleges and the Florida Association of Public Junior Colleges.

HISTORY

Edison Junior College was authorized by the 1961 Florida State Legislature and the Advisory Committee for the College was appointed by the Governor on August 30, 1961. On the same date, the Lee County Board of Public Instruction passed a resolution establishing Edison Junior College. The counties of Charlotte, Collier and Lee participate in the operation of the college through the Junior College Advisory Committee. The first president, Dr. Charles E. Rollins, was appointed January 17, 1962, and assumed his duties on March 1, 1962. The first students entered Edison Junior College in the fall of 1962.

The college moved to new quarters on a permanent campus in June of 1965, and Dr. David G. Robinson was inaugurated as Edison's second and current president September 14, 1965.

On July 1, 1968, the Edison Junior College Advisory Committee became the Edison Junior College Board of Trustees, the governing board of the institution. All three counties served by the college are represented on the Board, the membership appointed by the governor and confirmed by the senate.

PHYSICAL FACILITIES

The Board of Public Instruction of Lee County made the buildings of the Andrew D. Gwynne Institute available for use by the college as a temporary facility until permanent buildings were constructed. The new buildings, occupied in June of 1965, include eighteen general classrooms, three science laboratories, a teaching auditorium, a language laboratory, student food and lounge facilities, library, and faculty and administrative offices. The eighty-acre college campus is off Cypress Lake Drive, which is located between McGregor Boulevard and Route 41, approximately eight miles south of the center of Fort Myers.

Edison Junior College has completed Phase III of its building construction program, which means that the Learning Resources Center has been constructed. The Learning Resources Center houses the library, faculty offices, administrative offices, and a large teaching auditorium. It will soon house a multi-media resources area.

The college is currently in Phase IV of its building program, involving the construction of additional physical education facilities and the conversion of portions of two existing buildings into classrooms, bookstore, and student center expansion.

ADMISSION POLICY

I. FULL-TIME STUDENTS (12 CREDIT HOURS OR MORE)

1. Students who hold a valid secondary school diploma from an accredited secondary school, who present a satisfactory score in the Florida statewide testing program, and are approved by the college administration.
2. Students who have successfully passed the General Equivalent Diploma examination and are approved by the college administration.

II. PART-TIME STUDENTS — CREDIT (LESS THAN 12 CREDIT HOURS)

1. Students who hold a valid secondary school diploma from an accredited secondary school and are approved by the college administration.
2. Students who have successfully passed the General Equivalent Diploma examination and are approved by the college administration.
3. Part-time students intending to change to full-time status at their next registration must notify the Admissions Office of their intention prior to registration and furnish such additional items as requested to complete their student record.

III. PART-TIME STUDENTS — AUDIT

Students who have gone through the registration procedure with approval of the instructor of the audited course.

IV. TRANSFER STUDENTS

1. Students who are eligible to return to the institution of origin may be admitted to Edison Junior College upon presentation of their transcript and approval of the college administration.
2. Students who are not eligible to return to the institution of origin must petition for admission to Edison Junior College. Valid and clear reasons for admitting the student under these circumstances must be given before such a petition will be considered.
3. Transfer students with less than an overall 2.0 (C) grade point average according to Edison Junior College computation must have their application and transcript(s) reviewed by the admissions committee before final admission can be given. Transfer students admitted to Edison Junior College with less than an overall 2.0 (C) grade point average will be placed on academic probation. Any transfer student admitted on probation must achieve at least a grade point average of 2.0 (C) in course work undertaken each session (12 hours or more) at Edison Junior College and an overall grade point average of 2.0 (C) at the time of completion of 24 credit hours of course work at Edison Junior College. If the 2.0 (C) grade point average is not achieved, the student is subject to suspension.
4. Students transferring to Edison Junior College are accepted on the basis of the grade point scale at Edison Junior College rather

- than the grade point scale at the previous institution.
5. Transfer credit will be given only for those courses in which a grade of "C" or better was attained.
 6. Transfer students who are admitted on academic probation can be given no assurance that a senior institution will later accept the courses which are satisfactorily completed here. The senior institution will make its own decision relative to admission and validation of work previously taken.
 7. Transfer students are not required to present a high school transcript if a record of high school credits is on the transcript from the previous institution.
 8. Health and physical education credit is granted a transfer student if the transferring institution grants a grade and credit hours for that course.
 9. The health and physical education requirement for graduation from Edison Junior College may be fulfilled or partially fulfilled by transfer of a grade and no credit hours. Additional credit hours must be completed at Edison Junior College to make a total of 64 hours which are required for graduation.
 10. Transfer students must achieve an overall grade point average of 2.0 including work undertaken at previous institutions in order to graduate from Edison Junior College.
 11. Any student in his initial session at Edison Junior College must achieve a grade point average of 2.0 by the end of 12 credit hours or be placed on academic probation.
 12. A notarized affidavit of LEGAL RESIDENCE must be filed.

V. STUDENTS FROM UNACCREDITED AND FOREIGN SECONDARY SCHOOLS

1. Students from unaccredited secondary institutions will be accepted and placed on probation until they have obtained an overall grade point average of 2.0 at the completion of their first 12 hours of academic work.
2. Students who have graduated from a foreign secondary school but whose records are unobtainable for political reasons may be admitted by special permission of the college administration.

EVALUATION OF TRANSFER CREDIT

In the evaluation of transfer credit, consideration will be given for differences in hour requirements on the basis of the intent of the general education requirements at Edison Junior College. For example, a student may transfer to Edison Junior College with two sessions of English completed with four credit hours. (The Edison Junior College general education requirement is two sessions of English with six credit hours.)

GUIDED STUDIES PROGRAM

It is recognized by the Edison Junior College that there is a wide range of abilities and aptitudes served by a community college.

Many students apply for admission to college with weaknesses in their educational and environmental background. These weaknesses can often be identified by test results.

A program of guided studies has been instituted by the college in an effort to serve the needs of all the students of the community. Students with educational weaknesses as evidenced by their high school record, test score, and personal interviews will be assigned to a development program designed to further identify and correct, when possible, weaknesses in mathematics, English, reading and study habits.

Students to be included in this guided studies program will be notified before the time of registration and in personal interviews will have the program explained in detail.

ADVANCED PLACEMENT

In order to provide greater flexibility and opportunity for able youth to move ahead with their education, Edison Junior College participates in a state-wide program of advance placement with local high schools. The following policy will apply to the Edison Junior College education testing service advanced placement program:

- a. Scores of 5, 4, and 3 will be accepted for credit, such credit to be assigned by the Admissions Officer in terms of the entrance policies of Edison Junior College.
- b. Scores of 2 will be referred to the appropriate division chairman for recommendations concerning possible waiver and/or credit.
- c. No credit will be allowed for scores of 1.
- d. Four-year state institutions will accept placement credit for scores of 3, 4, and 5 included in transcripts from Edison Junior College. Scores of 2 included in transcripts will have credit handled by the state universities as in b. above by Edison Junior College.

PROCEDURE IN APPLYING FOR ADMISSIONS AS FULL-TIME STUDENT

A full-time student is enrolled in 12 or more credit hours of course work and must:

1. Secure an application blank from the Admissions Office of Edison Junior College. Freshmen or transfer applicants must complete this application no later than two weeks before date of registration. A \$5.00 application fee must accompany application.
2. Request from your high school or colleges attended that a transcript be sent directly to the Admissions Office of Edison Junior College as soon as possible. Applicants previously attending more than one college must request transcripts from each to be sent to the Admissions Office. Failure to report previous attendance at a college(s) may result in immediate dismissal.
3. Complete affidavit of residency if applicable and have health certificate completed by a physician and sent to Admissions Office.
4. Upon receipt of all the above items, registration, advisement, and

testing appointments will be made for those students approved for admission.

College credit will not be given to any student failing to provide the following by the calendar date of the last day to enter classes:

1. Transcripts of both high school and/or colleges attended.
2. Health certificate.
3. Photograph.
4. Payment of all fees.
5. Completion of School and College Ability Test (S.C.A.T.)
6. Social Security number.
7. Photostatic copy of military discharge if applicable.
8. Notarized affidavit of Florida residence if applicable.

OUT-OF-STATE STUDENTS

Applicants for admission to Edison Junior College who have graduated from high school outside the State of Florida are required to present the results of a recognized standardized testing program. This test may be School and College Ability Test (College administered), Scholastic Aptitude Test, or American College Test. The results of these tests will determine admission.

ADMISSION AS PART-TIME STUDENT

A part-time student is enrolled in less than 12 credit hours of course work and may attend either day or evening classes. College credit will not be given to any student failing to provide the following within two weeks of the first evening class date:

1. Complete application for admission.
2. Request that transcripts from high school and/or all colleges attended be sent directly to Admissions Office.
3. Pay \$5.00 application fee.
4. Social Security number.
5. Notarized affidavit of Florida residence if applicable.
6. Photograph.

REQUIREMENTS FOR GRADUATION

Edison Junior College offers two degrees: the Associate in Arts and the Associate in Science. The Associate in Science is normally granted to students graduating from two-year terminal and technical programs.

1. The student must apply for graduation at the time of advisement for the final session of expected attendance.
2. Registration will be necessary, in the final session, for any courses not previously completed which are necessary to satisfy degree requirements.
3. The graduation fee must be paid at the time of registration for the final session.
4. All requirements for the Associate degree must be completed as follows:

- (a) For the Associate in Arts degree, the student must complete 64 credit hours of course work. For the Associate in Science degree, the total number of credit hours and the subjects to be taken will vary with each program.
- (b) Maintain an overall grade point average of 2.0 (C) in all courses undertaken (for transfer students, this includes courses taken elsewhere).
- (c) Complete the last 24 credit hours of course work at Edison Junior College.
- (d) Fulfill all financial obligations to the college and meet all deadlines for application for graduation.
- (e) Attend and participate in graduation exercises.
- (f) In cooperation with the 25 other public junior colleges in Florida, Edison Junior College confers the Associate of Arts degree as its transfer degree. In order to receive the Associate in Arts degree, 42 credit hours must be earned in general education courses and 22 credit hours in electives. Students should follow the general education course guide below in planning their required courses.

<i>Courses</i>	<i>Credit Hours Required</i>
ENG 101-102	6
SPE 105	3
HUM 105 or HUM 106 and any three hours of the following: 115, 116, 117, 118, 119, 125	6
HIS 101-102	6
<i>Social Sciences</i>	
GOV 205-206-207-208	
SOC 105-106-107-205-206-215	
PSY 105-215-216-217-255	6
ECO 201-202	
EDU 105	
<i>Natural Sciences</i>	
BIO 101-102	
CHM 101-102 or 211-212	
PHY 111-112	8
SCI 101-102	
GLY 101-102	
MTH 105 or higher	3
*HPE 155-165 and 255-265 HPE 106 required for students who are exempt from the re- quired HPE courses	4
Electives not listed above	22
Total credit hours	64

*HPE is not required for those students who receive waivers because of age and/or military service.

ACADEMIC REGULATIONS

The college reserves the right to deny admission to any applicant, to change any of the rules, courses, regulations, or charges without notice, and to suspend any student whose behavior is not in keeping with the best interest of the college.

ACADEMIC LOAD

Students may not take more than 17 credit hours per session without the written permission of his academic advisor. Although no minimum load is required, a student must take 12 hours or more to be considered a full time student. Academic advisors will work closely with each student in determining the academic load the student should carry in relation to his ability and background.

STUDENT CLASSIFICATION

Students enrolled for credit in the current session will be considered CREDIT students.

Students who enroll for no credit in courses which are normally offered for credit will be considered AUDIT students.

Students enrolled in Community Courses will be considered NON-CREDIT students.

TRANSIENT STUDENTS

A student enrolling at Edison Junior College who is attending on the approval of another college or university and who intends returning to that institution will be considered a TRANSIENT student. An application is required and also a statement of good standing from the college to which the student is returning, and permission to enroll in certain courses at Edison Junior College. This statement must be in the student's record before registration.

PROBATION AND SUSPENSION

Any student who has not achieved an overall grade point average of 2.0 by the end of 12 credit hours of work will be placed on academic probation. If the student fails to bring his overall average up to 2.0 at the end of 24 credit hours, he will be subject to suspension by the Academic Standards Committee for a minimum of one session. Any student who has been suspended from Edison Junior College must petition the Admissions Committee for readmission in order to return.

ATTENDANCE

Students are expected to attend all the class periods of the courses for which they are registered. Absence from several meetings of a course tends to limit a student's achievement and in most cases results in a lower grade. As a result of excessive absence, a student may be required to withdraw from a course or from college. The determination of what constitutes "excessive absence" in any course rests with the instructor in that course.

WITHDRAWAL

In order to withdraw from a single course, or from the college,

the student must complete a request to withdraw, or drop, a course. This request can be secured in the Student Personnel Office.

The student who withdraws from a course, during the first twenty (20) class days, will receive a "W" in lieu of a grade in that class. After the first twenty days of class, a "WP" will be recorded on the student's official transcript if he has satisfactory grades in that course at the time he withdraws from college or drops a course. Should the student be failing the course at the time of withdrawal, a "WF" will be recorded.

A student who ceases to attend class, or classes, without completing a formal request to withdraw from college, or from a course, will have a grade of "F" recorded on his official record.

When an "F" or "WF" is received by the student, it is recorded on the permanent record and calculated as "F" for the purpose of grade-point average. A "WP", or "W", is not calculated.

No student may change from audit to credit status after the close of the registration period. Courses may not be dropped during the last two weeks of a session.

These policies apply to part-time, as well as full-time students, and are effective whether the student withdraws from one course, or from the college.

Summer sessions are shorter than regular sessions, and the withdrawal limitations of days are proportionately reduced.

VALIDITY OF CREDITS

Any full-time or part-time student has five calendar years from the date of his initial enrollment to receive his degree under the regulations of the catalog in effect when he initially enrolled. If his degree requirements are not completed during the five calendar years allotted, the student must graduate in accordance with the regulations of the catalog in effect when he is to receive his degree.

READMISSION

Former students who have not been in attendance during the previous session or who have withdrawn from the college before the end of the previous session (excluding summer sessions) must submit a Returning Student Application and such other information as may be required by the Admissions Office. Any former student who withdrew with a cumulative or overall average of less than 2.0 may be readmitted on academic probation.

GRADING SYSTEM

The following grade symbols and grade point weights are used at Edison Junior College:

A	4 points	Excellent
B	3 points	Good
C	2 points	Average
D	1 point	Poor
F	0 points	Failing
I		Incomplete
W		Withdrew

INCOMPLETE GRADES

A student who receives an "I" must make up the deficiency within 2 calendar months or receive a grade of F. The responsibility for making the necessary arrangements with an instructor for the removal of an "I" rests with the student concerned.

GRADE REPORTS

After the results of the mid-session examinations are in, each student doing unsatisfactory work in any course is notified of that fact. He must then report to his instructor and faculty advisor for guidance with a view to improving his work. Final grade reports are mailed at the end of each session. The final grade is the only one that appears on the student's transcript.

DEAN'S LIST

At the end of each session the academic dean will publish a list of all regular students carrying 15 or more credit hours whose session grades averaged 3.5 (B+) or above and who did not receive any grade below C.

STUDENT CONDUCT

Edison Junior College expects its students to be mature and responsible citizens. Students are expected to maintain appropriate conduct, dress and personal appearance at all times, both on-campus and off-campus. The college reserves the right to suspend or expel, at any time, a student whose conduct is deemed improper or prejudicial to the interest of the college community.

All students are expected to be familiar with the rules and regulations of the college pertaining to academic affairs, social conduct, and student activities, which are published in the student handbook and this catalog.



STUDENT EXPENSES

REGISTRATION AND FEES

Fees are payable at the time of registration. No registration will be completed until registration fees, incidental fees and tuition fees have been paid in full. In the event of real need, an application for loan may be made to the Dean of Students prior to registration.

A \$5.00 application fee is required of all applicants for admission as full-time students or part-time students. The application fee must accompany the application. This fee is non-refundable and is paid only once.

SESSIONS I OR II

DISTRICT STUDENTS*

Matriculation fee (12 credit hours or more, maximum 17 hours) ..	\$ 85.00
**Student activity fee ..	15.00
	\$100.00

NON-DISTRICT STUDENTS

Matriculation fee (12 credit hours or more, maximum 17 hours) ..	\$ 85.00
**Student activity fee ..	15.00
Out-of-district tuition ..	25.00
	\$125.00

OUT-OF-STATE STUDENTS

Matriculation fee (12 credit hours or more maximum 17 hours) ..	\$ 85.00
**Student activity fee ..	15.00
Out-of-state tuition ..	125.00
	\$225.00

*Residents of Charlotte, Collier, and Lee Counties.

**Part-time students may participate in student activities by paying a fee of \$7.50.

SPECIAL FEES

Matriculation fee per credit hour (up to 12 and over 17)	\$ 8.00
Tuition fee per credit hour (up to 12 and over 17)	
Non-district students ..	\$ 2.00
Out-of-state students ..	12.00
Late registration (date as listed in catalogue) ..	5.00
Late testing fee ..	5.00
Duplicate transcript fee ..	1.00
Duplicate student identification fee ..	1.00

Science laboratory fees (all science courses)	5.00
Studio fees—Art 215—Ceramics	5.00
Hospitality laboratory fees	5.00
Music fees	
Class	16.00
Individual	32.00
Graduation fees	15.00

The cost of books and supplies varies with the program of the student.

SESSIONS III OR IV

Matriculation fee \$ 8.00 per credit hour
Tuition fee

 Non-district students 2 00

 Out-of-state students 12.00

(Matriculation and tuition fees will not exceed six times the credit hour rate regardless of the number of hours taken.)

The cost of books and supplies varies with the program of the student.

Special fees will be determined by course of study.

Loan funds for Session II and IV must be repaid by end of the session in which the loan is granted.

FINANCIAL INFORMATION

1. Students who do not complete their registration, including completion of financial arrangements, prior to the deadline listed in the College Calendar ARE ASSESSED A \$5.00 LATE REGISTRATION FEE.
2. If a student or parent wishes to make payment by check, it should be made payable to Edison Junior College.
3. Veterans in training under Public Law 550 receive an education and training allowance each month from the government. VETERANS WILL BE REQUIRED TO PAY ALL FEES ON OR BEFORE REGISTRATION. Since the first checks are sometimes delayed, it is advisable that the veterans be prepared to meet all expenses.
4. The college reserves the right to withhold students from classes, final examinations, and graduation unless fees are paid in full. No grades, diplomas, statements of honorable dismissal, or transcripts of credits will be issued until satisfactory settlement of college fees and other financial obligations have been met. This includes loans to students.
5. Limited LOAN FUNDS are available with a minimum service charge. Application for such funds must be made through the financial aid officer.
6. Fees for audit students are the same as for credit students. Academic loads are determined by hours carried, regardless of whether courses taken are for credit or for audit or any combination thereof.
7. The college also reserves the right to change its fees at any time without notice.

REFUND POLICY

Students who officially withdraw not later than the date listed in the college calendar are eligible for refunds as follows:

Student activity fee is refundable only when admission is denied by the college.

Sessions I and II - -

Students taking 12 or more hours per session:

Withdrawal within first five days of classes 100% refund

Withdrawal after the fifth day of classes 50% refund

Students taking less than 12 hours per session:

Withdrawal not later than date listed in college calendar —

total matriculation fees less \$2.00 per credit hour will

be refunded. (Maximum to be withheld — \$10.00)

Cancellation of course by college 100% refund

Session III and IV - -

Students taking 6 or more hours per session:

Withdrawal within first five days of classes 100% refund

Withdrawal after the fifth day of classes 50% refund

Students taking less than 6 hours per session:

Withdrawal not later than date listed in college calendar —

total matriculation fees less \$2.00 per credit hour will

be refunded. (Maximum to be withheld — \$10.00)

Cancellation of course by college 100% refund

RESIDENCE REQUIREMENTS

FLORIDA REQUIREMENTS

Unless the student (or if a minor, his parents, parent or legal guardian) has had his place of permanent residence in the State of Florida for at least twelve months immediately preceeding his registration, he will be classed as a non-resident student and will be required to pay out-of-state fees.

Enrollment or attendance in a college or university of the State of Florida does not, in itself, entitle a student to claim Florida residence under this requirement.

DISTRICT REQUIREMENTS

Students who have fulfilled the requirements for Florida residency as listed in the foregoing paragraph, but who have not resided in a Florida County which participates in the Junior College Minimum Foundation Program for at least six months, will be considered a non-district student and will be subject to out-of-district fees. A list of the participating counties is available in the Admissions Office and the Business Office.

GENERAL INFORMATION

The student residence status is determined at the time of his first registration and may not be changed unless an affidavit is

secured from the Admissions Office, stating change of status and returned properly notarized.

Service personnel returning from an extended tour of duty are classified according to their residence at the time they entered service.

The Edison Junior College Board of Trustees may waive fees upon application for waiver and review of each case. These forms may be obtained from the dean of students.



STUDENT PERSONNEL SERVICES

GUIDANCE AND COUNSELING

Student personnel services are provided to assist the student to achieve the highest possible benefits from the academic and social programs of Edison Junior College.

Professional counseling, financial aid, and other student services are centered in the Student Personnel Office and supervised by the dean of student affairs. The services of professional guidance workers are available when necessary to assist students with personal or educational counseling and career information.

EDUCATIONAL ADVISEMENT

The Edison Junior College is convinced that close student-faculty association is consistent with learning and is of benefit to student intellectual growth and maturity.

Each student, upon acceptance to Edison Junior College, is assigned a faculty member as advisor. The faculty advisor is familiar with the college program, the area of career interest of the student, and will assist the student:

- (1) in understanding the general education program of the college,
- (2) in arranging a program of studies and schedule of classes,
- (3) in planning for long-range educational goals,
- (4) In explaining the work of the several administrative and counseling offices of the college,
- (5) in resolving difficulties encountered by the student in the educational program.

The student becomes acquainted with the faculty advisor through interviews scheduled during the college orientation program. Following the orientation period, the advisor is available to assist the student during regularly scheduled office hours.

TESTING SERVICES

Testing is considered an essential part of the college program. All test results are treated as confidential information and are used in the best interest of the student.

All full-time students are required to complete the School and College Ability Test (S.C.A.T.) no later than one week before registration for classes. The results of this test in conjunction with the results of the Florida statewide twelfth grade testing program and the student's high school grades are used to evaluate the student's potential college ability and to help the student plan his program of studies.

The Student Personnel Office provides an extensive program of individual testing designed to meet the needs of the student. These

tests are available to the student at no charge, upon request or referral from the faculty advisor.

There will be a \$5.00 late testing fee for any student failing to attend the scheduled testing period.

UNIVERSITY TRANSFER

Students who plan to transfer to a senior institution after graduation from Edison Junior College are encouraged to consult with the counselors in the Student Personnel Office concerning an approved course of study. The student should also write to the registrar of the institution which he expects to attend for instructions concerning course work to be taken while attending Edison Junior College. A file of catalogs from various colleges and universities is located in the Student Personnel Office for the use of students who expect to transfer to a senior institution. Increasing enrollments at the senior colleges make it *imperative* for students anticipating transfer to begin a preliminary application in the fall session of the sophomore year.

PLACEMENT SERVICES

The Student Personnel Office, in cooperation with the State Employment Service, assists students in securing part-time or full-time work in the area served by Edison Junior College.

Students seeking part-time employment should file an application for work in the Student Personnel Office. An application should be made as soon as the student becomes interested in part-time work and the student should keep the Student Personnel Office aware of his available hours.

Employment cannot be guaranteed to all who make application. The number of applications for work exceeds the number of available positions. Factors considered in determining the eligibility of students for work are grade average, skills, and needs.

Students are reminded that attending college is a full-time job. Those who are employed are urged to consider a reduction in their course load. Generally students should not work more than 15 hours per week while enrolled for a full load. The maximum number of hours that a student may work and still carry 15 credit hours will be 25 hours per week.

Graduates and terminal students will be assisted in job placement upon request. References will be furnished to prospective employers of candidates as requested.

CAREER INFORMATION

A file of career information is located in the Student Personnel Office and in the Learning Resources Center for the use of students and faculty.

Students who are undecided as to their immediate or long-range vocational goals are encouraged to examine this information and may

arrange to take interest, ability, and aptitude tests to help in deciding upon realistic occupational goals.

STUDENT HOUSING

The Edison Junior College does not provide or maintain housing facilities for students. The Student Personnel Office maintains a listing of rooms and apartments located near the campus, and will assist the student in finding rooming accommodations whenever possible. Any student attending the college and living away from his parents or guardian must assume responsibility for housing accommodations. The college does not assume responsibility for inspection or contract arrangements for the student.

HEALTH SERVICES

All full-time students are required to present evidence of a complete medical examination, by a qualified physician, at the time of admission. Hospital facilities are not provided by the college. The college provides a clinic, which is supervised by a registered nurse, for consultation and first aid.

In case of illness, or accident, the student should contact the college nurse, or Student Personnel Office, as soon as possible.

VETERANS' INFORMATION

Any student entitled to government assistance with his college expenses must receive approval from the Veterans Administration Regional Office in advance of his registration for classes. The Student Financial Aid Office will assist the student and parents whenever possible concerning application for veterans' benefits.

WAIVER OF HEALTH AND PHYSICAL EDUCATION REQUIREMENTS

Exemption can be allowed by filing a petition of exemption with the dean of students and for the following reasons:

- (1) health reasons,
- (2) married students over 24 years of age,
- (3) veterans of 20 months active duty service,
- (4) evidence of extreme hardship.

No credit can be given for exempted classes. *Additional course work will be required.*

SCHOLARSHIPS AND LOANS

The community served by Edison Junior College has responded to the needs of area students by providing a number of scholarships and loans. It is hoped that these will increase in number as the college grows in size and recognition. Information and applications for scholarships and loans may be obtained from the Financial Aid Office of the college or from area high school counselors.

The criteria for awarding scholarships and loans usually in-

clude need, past academic record, and character. Any student who is in financial need should apply for assistance. Some type of assistance will be made for any student who is qualified and in real need.

Applications for loans and for the following scholarships should be filed with the Financial Aid Office of the college no later than July first:

**AMERICAN ASSOCIATION OF UNIVERSITY WOMEN,
FORT MYERS BRANCH**

\$50.00 book scholarship to a girl with high scholastic average and financial need.

Also, a three-session tuition scholarship to the Lee County girl with the highest standing on the Dean's List at the end of her first freshman session.

AMERICAN DEPARTMENT STORES, INC.

\$200.00 scholarship.

ARABA TEMPLE OF FORT MYERS

\$200.00 scholarship.

BETA BETA CHAPTER OF BETA SIGMA PHI

\$50.00 book scholarship to a girl.

CERTIFIED LIFE UNDERWRITERS CLASS

\$50.00 to a business student.

COLLIER COUNTY ASSOCIATION OF INSURANCE AGENTS

Three scholarships at \$230.00 each to 3 Collier County students with definite financial need and satisfactory academic record.

CONANT-BULGER

\$220.00 to a Negro student.

DELPHIAN ASSEMBLY OF LEE COUNTY

\$250.00 scholarship to a female Lee County resident with good grades and financial need.

DELTA KAPPA GAMMA, ALPHA DELTA CHAPTER

\$50.00 book scholarship to a sophomore girl planning to be a teacher.

EDISON NATIONAL BANK

\$180.00 scholarship.

FIRST FEDERAL SAVINGS and LOAN ASSOCIATION OF FORT MYERS

Four \$200.00 scholarships, preferably to students majoring in secretarial science, business administration, accounting, or management training.

THE FIRST NATIONAL BANK IN FORT MYERS

Five \$200.00 scholarships.

THE FIRST NATIONAL BANK IN PUNTA GORDA

\$200.00 scholarship to a Charlotte County student.

FORT MYERS BEACH LIONS AUXILIARY

Two \$200.00 scholarships to Fort Myers Beach residents.

FORT MYERS FEDERAL SAVINGS and LOAN ASSOCIATION

\$200.00 to a student planning a career in the savings and loan business.

MARTIN M. FRANK MEMORIAL

Two \$200.00 scholarships based on need and potential leadership.

W. P. FRANKLIN MEMORIAL SCHOLARSHIP

A \$50.00 book scholarship.

GAMMA RHO OF EPSILON SIGMA ALPHA

\$150.00 scholarship.

GEE & JENSON ENGINEERING SCHOLARSHIP

\$200.00 to a graduating male sophomore who will enroll in the school of engineering at the university of his choice. Relatives of employees or members of the engineering firm are not eligible.

GULF AMERICAN CORPORATION

\$230.00 scholarship.

JOHN H. and VIRGINIA HOLMES

\$200.00 to a Seminole Indian.

LILLIAN C. JOUGHIN MEMORIAL SCHOLARSHIP

This scholarship, established by Dr. and Mrs. William B. Dehon, Jr., is awarded to a student in extreme financial need.

MRS. GEORGE E. JUDD

\$180.00 to a Lee County student with a B average or better.

LEE COUNTY ASSOCIATION OF INDEPENDENT INSURANCE AGENTS

Four \$210.00 scholarships.

THE LEE COUNTY BANK

\$200.00 scholarship.

LEE COUNTY BAR ASSOCIATION

Two \$90.00 scholarships to students with financial need.

LEE COUNTY BOARD OF PUBLIC INSTRUCTION ATHLETIC SCHOLARSHIPS

Several athletic scholarships have been established by the Lee County Board of Public Instruction to cover tuition fees of qualified student athletes. Application is made through the Athletic Department and approved by the Student Affairs Committee.

LEE COUNTY BOARD OF PUBLIC INSTRUCTION MERIT SCHOLARSHIPS

Several scholarships have been established by the Lee County Board of Public Instruction to cover tuition fees of needy, capable students who have outstanding qualifications for the areas of sci-

ence, education, and terminal programs. Awards are made on the basis of scholarship, financial need, and leadership. A personal interview is required.

THE LEE COUNTY ELECTRIC COOPERATIVE, INC.

Six \$250.00 scholarships.

LEE COUNTY SCHOOL FOOD SERVICE ASSOCIATION

\$200.00 scholarship, with preference given to children of school lunchroom workers.

LEE-HENDRY COUNTY MEDICAL ASSISTANTS ASSOCIATION

A \$300.00 Medical Assistants scholarship to a student planning a career such as X-ray technician, nurse, or medical secretary.

LEHIGH ACRES DEVELOPMENT CORPORATION

A \$750.00 scholarship to a graduating sophomore for the junior year in a State university. The award is made upon faculty nomination of students of outstanding ability. Those receiving the most votes are considered by the Student Affairs Committee. The final selection is made by the officers of the Lehigh Acres Development Corp.

MOSELEY TITLE FOUNDATION, INC.

\$230.00 scholarship.

NAPLES CIVIC ASSOCIATION

Five \$200.00 scholarships to graduates of Naples schools, based on scholastic achievement and financial need.

NEWS-PRESS PUBLISHING COMPANY

\$200.00 scholarship.

OPTIMIST CLUB OF FORT MYERS

\$200.00 scholarship.

MISS MAY PATTERSON

\$200.00 scholarship.

PHI BETA PHI OF BETA SIGMA PHI

A \$200.00 scholarship based on scholastic achievement and need.

PILOT CLUB OF FORT MYERS

\$200.00 to a graduating sophomore planning to major in mental health fields.

PILOT CLUB OF NAPLES

\$250.00 to a Naples student with financial need.

PUNTA GORDA JUNIOR WOMAN'S CLUB

\$230.00 to a Charlotte County student.

ROTARY CLUB OF FORT MYERS BEACH

Two nursing scholarships.

HOLLAND SALLEY SCHOLARSHIP

\$250.00 to a deserving Collier County student.

SERTOMA CLUB OF FORT MYERS

\$300.00 to a student with financial need and demonstrated ability in civic, academic, or sports leadership.

THE SHELL FACTORY, INC.

\$200.00 scholarship.

ARNOLD SLOME MEMORIAL SCHOLARSHIP

\$200.00, preferably to a law major.

ERNEST S. STEVENS

\$25.00 book scholarship.

SWEET ADELINES, INC., OF FORT MYERS, CITY OF PALMS CHAPTER

\$200.00 to a Lee County high school graduate, male or female, interested in the field of music.

ELEANOR TAYLOR MEMORIAL SCHOLARSHIP

\$200.00 to a student planning a career in a medically related field.

Recipients for the following scholarships at Edison Junior College are selected by the donors or by committees named below. Applications should be made to them.

ALVA HIGH SCHOOL FACULTY

\$200.00 to a graduate of Alva High School.

AMERICAN BUSINESS WOMEN'S ASSOCIATION, CHARTER CHAPTER

\$300.00 to an entering freshman girl majoring in business.

**AMERICAN BUSINESS WOMAN'S ASSOCIATION,
CITY OF PALMS CHAPTER**

\$200.00 scholarship.

MR. and MRS. W. B. BARRON STATE JUNIOR COLLEGE SCHOLARSHIP

Tuition scholarships for one senior from each of the Hendry County high schools. Selected by high school faculties on the basis of need and academic average.

BUDDY BRAUN CHEVROLET-CADILLAC, INC., SCHOLARSHIP FUND

\$6,000 annually to Lee County high school graduates. \$300.00 scholarships are awarded to students at Edison Junior College and \$1,200 scholarships to students in the Florida state-endowed universities. Applications are available at Edison Financial Aid Office and in the Lee County high schools.

CHARLOTTE COUNTY VETERANS COUNCIL

\$230.00 to a Charlotte County high school graduate.



CHURCH WOMEN UNITED OF LEE COUNTY

Tuition scholarship to a Lee County church member planning a career in church work.

CLUB BON ASSEZ

\$50.00 book scholarship to a graduate of Dunbar Senior High School.

DOWNTOWN FORT MYERS KIWANIS CLUB

\$300.00 scholarship.

DUNBAR SENIOR HIGH SCHOOL

\$200.00 scholarship to a graduate of Dunbar Senior High School exhibiting need and ability.

IMMOKALEE HIGH SCHOOL P.T.A.

Two \$200.00 scholarships to graduates of Immokalee High School.

IMMOKALEE SADDLE CLUB

\$250.00 to an Immokalee High School graduate selected by the Beta Club sponsor and faculty of the school.

KIWANIS CLUB OF PORT CHARLOTTE

Four \$200.00 scholarships to Charlotte County students.

NAPLES TEEN CLUB

Four scholarships to Naples students.

NAPLES WOMAN'S CLUB

Two \$400.00 scholarships to Naples students recommended by their high school principal and approved by Club members.

NORTH FORT MYERS LIONS CLUB

\$250.00 scholarship to a graduate of North Fort Myers Junior-Senior High School.

ROTARY CLUB OF IMMOKALEE

\$200.00 to an Immokalee student.

ROTARY CLUB OF NAPLES

\$200.00 to a Collier County student.

ROTARY CLUB OF PUNTA GORDA

Three \$180.00 scholarships to Charlotte County students.

STATLER FOUNDATION SCHOLARSHIP

Up to \$500.00 a year to a student majoring in hospitality education (hotel, motel, and food service. Applications are available in Edison Financial Aid Office.

UNIVERSITY CLUB OF PORT CHARLOTTE

\$100.00 to a Charlotte County student.

BONITA SPRINGS RACETRACK FUNDS

Each year the proceeds of one specified day's gate receipts at the Bonita Springs dog track are donated by the Naples-Fort Myers Kennel Club, Inc., to Edison Junior College to aid in the development of the intercollegiate athletic program.

LOAN CONTRIBUTORS

In addition to those who made contributions to the Edison Junior College Student Loan Fund in the past, the following contributed additional funds for 1967-68:

Caloosahatchee Chapter, Daughters of the American Revolution
Col. and Mrs. Louis Antol, Jr.
Rotary Club of Fort Myers
Mr. T. Rankin Terry

A scholarship loan fund for student nurses has been established by Mr. Frank C. Alderman, Jr. Nurses who practice in Lee County for two years after graduation from Edison Junior College will have their loans forgiven.

GRANT-IN-AID

A limited number of jobs are available on campus in the laboratories, library, and offices under the grant-in-aid program. Application should be made through the Financial Aid Office. Area contributors to the fund for the 1967-68 school year were:

Cape Coral Woman's Club
Mrs. J. E. Covington
Leo Engelhardt Funeral Home
First Bank of Immokalee
First Federal Savings and Loan of Charlotte County
First National Bank in Fort Myers
First National Bank of Naples
Ruth Messmer Florist
Mrs. Charles Moore
Port Charlotte Bank

FEDERAL GOVERNMENT STUDENT ASSISTANCE PROGRAMS

COLLEGE WORK STUDY

Students, particularly those from low-income families, who need work to help pay for college expenses, may be eligible for employment under the Work-Study Program.

The student may be employed up to fifteen hours weekly while attending classes on a full-time basis. The basic rate of payment is \$1.25 per hour and the student may be employed on a full-time basis during the summer when not attending college classes.

Work may be for the institution or for an approved off-campus agency. On-campus jobs include work in laboratories, libraries, offices and maintenance. Off-campus jobs are assigned in the elementary schools of Lee County as library aide, teaching assistants, and in physical fitness and recreation programs.

To work under this program, a student must be enrolled as a full-time student and be in good standing, or be accepted for enrollment as a full-time student. The student's eligibility for this program is based on need, and preference is given to students from low-income families.

EDUCATIONAL OPPORTUNITY GRANTS

A limited number of direct cash awards are available to students who evidence need for financial assistance in order to attend college. These grants are based on the financial resources of the student and his family.

GUARANTEED LOANS

This program is designed to assist students from middle-income groups pay college expenses without placing an undue financial burden on the family.

Under this program a student may make application for a loan from an area bank or other financial institutions.

Repayment of principal and interest begins when the student has ceased his course of study. At that time the Federal Government pays approximately one-half of the interest and the student the remainder. Applications for these federal programs and additional information may be requested from the Student Personnel Office.

STUDENT ACTIVITIES

Activities are an important part of life at Edison Junior College.

A varied program of scholastic, professional, service, interest, and religious organizations has been developed in response to interest and leadership of the student body. All campus organizations must operate with the approval of the college administration and faculty.

CLASS ORGANIZATIONS

The freshman class and the sophomore class of Edison Junior College are two organizations on campus to which every full-time student can belong. Class elections are held during the first four weeks of school and the members of the respective classes elect a president, vice-president, secretary, treasurer, one student representative for every 75 student in the respective classes.

FRESHMAN CLASS

The freshman class is composed of all full-time students who have completed less than 24 credit hours of college work. The freshman class is honored during the first week of school at the student government sponsored reception.

The enthusiasm and leadership exhibited by the freshmen make the class a powerful force on the campus. Each year the class sponsors several social events and fund-raising projects.

SOPHOMORE CLASS

The sophomore class is composed of all full-time students who have completed a minimum of 24 credit hours of college work with a 2.0 (C) average.

Sophomore class unity flourishes during orientation week and at the annual student government field day which climaxes the event. The sophomores sponsor the annual Valentine dance and other campus projects. The spring formal, which is usually the outstanding social event of the spring session, honors the sophomores.

COMMITTEE OF 20

The Committee of 20 is a group of twenty students who are selected each year from the up-coming sophomore class to assist with freshman orientation, registration, and to serve as official college hosts and hostesses throughout the year. Selection is made on the basis of leadership, scholastic achievement, and service to the college.

STUDENT ORGANIZATIONS

The following organizations which have been established for the purpose of carrying out projects on campus and in the community are the Women's Collegiate Club, Civinettes, Circle K, Collegiate Civitan, College Choir, Women's Recreation Association,

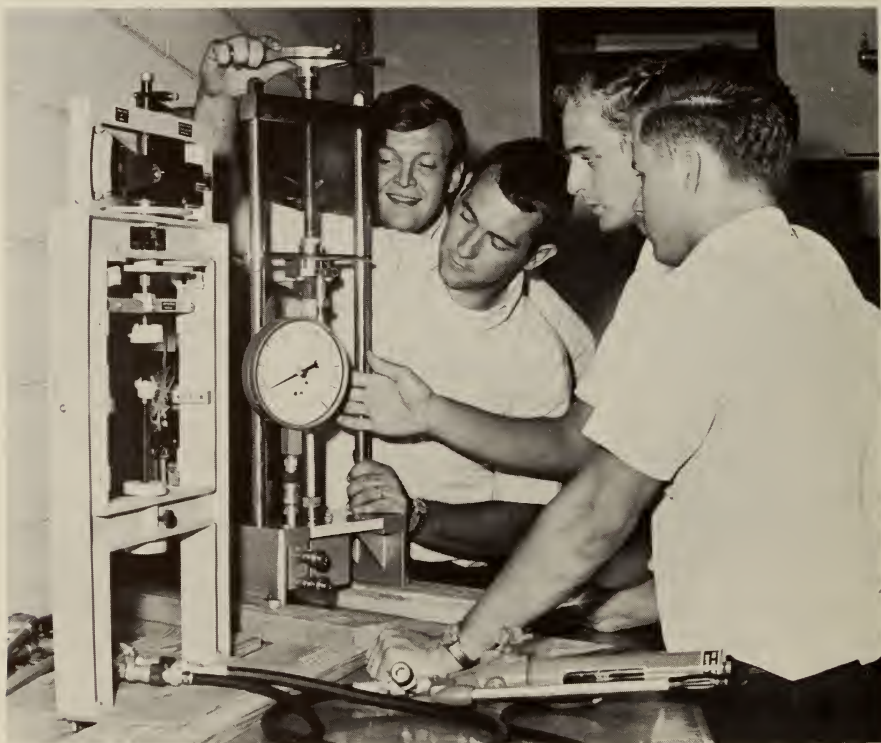
Players of Edison Junior College, Westminster Fellowship, Newman Club, and Florida Association of Managerial Education. Other clubs may be organized by interested student groups with the permission of the Dean of Students.

HONOR SOCIETIES

Beta Omega Chapter of Alpha Mu Gamma, a national honorary foreign language society and Phi Theta Kappa, a national Junior College honor society are active on campus.

STUDENT GOVERNMENT ASSOCIATION

The student government, made up of elected representatives, governs the Edison Junior College student body. Its function is to supervise all student organizations, coordinate activities and events, direct the expenditure of the student activity fund, confer with the Dean of Students on matters of student interest and concern, and to promote the general welfare of the student body. The meetings of the student government are open to all students.



DIVISIONS OF THE COLLEGE

DIVISION OF APPLIED SCIENCES

This division consists of the Departments of Business Studies, Engineering and Technical Studies, Nursing, Police Science, and Health Related Studies. Transfer and terminal programs leading to Associate in Arts and Associate in Science degrees are offered to high school graduates and adults of the tri-county community served by the college. One-year certificate programs are also offered in the Secretarial, Data Processing, and Police Science areas.

At present, the following programs lead to an Associate in Science degree:

- Building Construction Technician
- Certified Laboratory Assistant
- Civil Engineering Aide
- Drafting and Design Technician
- General Secretary
- Hospitality (Hotel, Motel, Restaurant Management)
- Legal, Medical, or Executive Secretary
- Management
- Nursing

The Associate in Arts degree is awarded in Business Administration and Pre-Aviation.

DIVISION OF CONTINUING EDUCATION

It is our belief that our domestic way of life is our most important heritage and that it will be best preserved and improved, in our changing times, only through the continuing education of our citizens. It is the inalienable right of every citizen in our country to be afforded opportunity for the highest development of his potentialities through education.

To this end we direct our best efforts toward providing for the intellectual growth of our adult students in the belief that we may develop individuals who are well informed, are aware of their rights and responsibilities, and will intelligently and actively exercise those prerogatives for the good of themselves, their community, and our entire society.

Evening credit classes are normally scheduled to begin on the same calendar date as day classes. Any credit course may be audited for non-credit upon payment of the regular fee and approval of the instructor. It is possible to complete graduation requirements by attending only night classes. The college credit evening classes are published in the Evening Bulletin each session, and in general, the regulations governing day classes apply to evening classes.

Other evening classes designed for enjoyment, entertainment, and general information are also offered on a non-credit basis. These courses afford a unique opportunity for individuals and

groups of adults to improve themselves. These courses are vital parts of a continuing education program, and the fees involved are nominal.



DIVISION OF GENERAL EDUCATION

The division consists of the departments of Humanities, Science, Mathematics, Communications, History and Behavioral Sciences, Health and Physical Education, and Guided Studies. The division serves the general education needs of both transfer students and terminal students. These courses are also offered for undergraduate program majors, for elective credit, and for personal enlightenment.

Students are admitted to a given mathematics or science course on the basis of prerequisites and/or tests. Generally, the courses intended for scientists, physicians, and engineers are more rigorous and more mathematical than those for non-science majors. Laboratory experience is considered essential for both science and non-science majors.

Mathematics and science majors with a good high school background should follow the sequence of MTH 106, MTH 216, MTH 235-236. MTH 090 JC is for those with inadequate preparation for this sequence. MTH 105 is the general educational mathematics course for the layman living in a technological civilization. MTH 053 JC-054 JC is required of students who fall below the admission test requirements for other mathematics courses. SCI 101-102 is

specifically designed for the non-science major as a general education science course.

Art majors are required at least 6 hours each of design and drawing during their freshman and sophomore years. It is therefore recommended that ART 101-102 and ART 103-104 be taken concurrently, followed by courses selected from painting, interior design, commercial art, and ceramics.

The following courses are suggested minimum for music majors: MUS 101-102, MUS 211-212, an appropriate piano course concurrently with theory, vocal or instrumental instruction, choir or ensemble.

The physical education program has as its purpose the development of an appreciation of sports and games through actual participation. Programs of study are available in health education and for the physical education major.

Courses in history and behavioral sciences are offered for majors in these areas, for elective credit, and as part of the college's community service program. Credit seminars for teachers are also offered upon demand.



DIVISION OF LEARNING RESOURCES

The Learning Resources Center is located on the second and third floors of a new three-floor building which is the focal point of the campus. The center presently has over 20,000 volumes of books, together with non-book resources such as films, film strips, film loops, transparencies, slides, records, video tapes, audio tapes,

and reading equipment. Listening tables for study groups and individual study carrels are provided. A library advisory committee (composed of interested people from the tri-county community) and a college committee (composed of faculty and students) both meet monthly and give invaluable assistance with improvements and areas of emphasis.

Library cards are issued without charge to all persons in the community who requests them. High school seniors are given the privilege of using all of the facilities of the center. The Learning Resources Center is open from 7:00 A.M. to 10:00 P.M. on Monday through Thursday, from 7:00 A.M. to 5:00 P.M. on Friday, and from 1:00 P.M. to 5:00 P.M. on Sunday.

COURSE DESCRIPTIONS

The first session of a two-session course is a prerequisite for the second session, in most cases. If the student is in doubt, he should consult either the instructor or the dean.

Courses numbered 100 to 199 should normally be taken during the freshman year, and courses numbered 200 to 299 should normally be taken in the sophomore year.

The college reserves the right to withdraw or discontinue any courses for which there is insufficient enrollment.

The courses are listed alphabetically by subject area prefix and numerically within each subject.

The letters "JC" following any course number indicate that the course has been designed for junior college credit and not necessarily as a transfer course.

Courses numbered 000 through 099 are guided studies courses, and credits obtained in these courses do not count toward the A.A. degree offered by the college.

ACC 101-102 ACCOUNTING

Introduction to principles of basic accounting under the double entry system, including trial balances, work sheets, and preparation of financial statements for proprietorship, partnerships, corporations and including corporate capital stocks, surplus, reserves, dividends, and bonds. Practice work.

3 class hours. 3 credit hours per session.

ACC 115 ELEMENTARY ACCOUNTING

Continuation of elementary accounting intended for transfer and terminal accounting majors. Consideration of manufacturing and process costs, job order costs, budgetary control, special analysis and reports and statement analysis.

Prerequisite: ACC 101 and 102.

3 class hours. 3 credit hours.

ACC 201-202 INTERMEDIATE ACCOUNTING

Intermediate Accounting provides depth and breadth of theory coverage. Recommendations and pronouncements of the American Institute of Certified Public Accounts, the American Accounting Association, and the Securities and Exchange Commission are used to strengthen and emphasize theory discussion.

Prerequisite: ACC 101 and 102.

3 class hours. 3 credit hours per session.

AGR 105 PRINCIPLES OF PLANT GROWTH

Scientific principles of plant growth, structure, and function including soils, pesticides, climate, weather, plant disease, propagation, and landscaping.

3 class hours. 3 credit hours.

✓ **AGR 106 INTRODUCTION TO AGRICULTURE**

Basic principles involved in agriculture.

3 class hours. 3 credit hours.

ART 101-102 DESIGN I, II

Design problems of line, form, color, balance, rhythm, unity solved with a variety of media. DESIGN I—2 dimensional. DESIGN II—3 dimensional.

2 class hours. 4 studio hours. 3 credit hours per session.

ART 103-104 DRAWING I, II

Drawing of still-life, landscape and figures with pencil, pen and ink, charcoal to develop skill in methods of linear and tonal composition.

2 class hours. 4 studio hours. 3 credit hours per session.

ART 211-212 PAINTING, I, II

PAINTING I—Still-life, landscape, figure, non-objective problems—watercolor, oil, acrylic. PAINTING II—Student selects and prepares painting surface, selects single object to analyze in variety of techniques and attitudes. Oil and acrylic.

Prerequisite: ART 101-102 or 103-104 or permission of instructor.

2 class hours. 4 studio hours. 3 credit hours per session.

ART 213-214 INTERIOR DESIGN I, II

Study of historical and contemporary styles. Drafting, perspective and color applied to design of contemporary interiors.

Prerequisite: ART 101-102 or 103-104 or permission of instructor.

2 class hours. 4 studio hours. 3 credit hours per session.

ART 215 COMMERCIAL ART

Lettering, color-theory and layout of posters, brochures, magazine and newspaper advertising. Tours of local printing establishments arranged.

Prerequisite: ART 101-102 or 103-104 or permission of instructor.

2 class hours. 4 studio hours. 3 credit hours.

ART 217 CERAMICS

Problems of ceramic composition solved by hand forming, potter's-wheel, ceramic sculpture, slip-casting, glazing and firing.

Prerequisite: ART 102 or permission of instructor.

2 class hours. 4 studio hours. 3 credit hours.

ART 255 JC ART FOR ELEMENTARY TEACHERS

Elementary teacher's seminar in techniques for artistic experience in grades 1 through 6. Requisition procedures, motivation methods, evaluation processes for each grade level. Suitable for

recency of credit and/or extension of certificate only. Credit does not apply toward graduation.

3 class hours. 3 credit hours.

AST 201-202 INTRODUCTION TO ASTRONOMY

First session includes light and its behavior, early planetary systems, Copernicus' planetary system, Tycho Brahe, Kepler, Newtonian mechanics and kinematic description. Second session deals with apparatus and techniques: telescopes, photography, spectroscopy, radar, radio astronomy, and the uses of satellites in astronomy.

3 class hours. 3 credit hours per session.



BIO 101-102 BIOLOGICAL SCIENCE

The physical, chemical, and biological principles involved in living systems. Emphasis on metabolism, reproduction, development, heredity, and the evolution and interrelationships of organisms.

3 class hours. 3 laboratory hours. 4 credits per session.

BOT 215 GENERAL BOTANY

The morphology, physiology, and systematics of plants. First session only.

Prerequisite: BIO 101-102 or permission of instructor.

3 class hours. 3 laboratory hours. 4 credit hours.

BUS 105 JC CONSUMER MATHEMATICS

Basic knowledge of an employable skill in the arithmetic

computations necessary for a business career or for personal finance, current business practice in banking, insurance, retailing, business statements, and computing depreciation.

3 class hours. 3 credit hours.

BUS 106 MATHEMATICS OF FINANCE

Basic course involves the study of mathematics of long-term investment — compound interest and annuities. Also Applications of mathematics of compound interest and annuity to debt extinction, bonds, depreciation depletion, perpetuity, capitalization, life annuities and life insurance.

Prerequisite: Two years high school algebra, MTH 090 JC or equivalent.

3 class hours. 3 credit hours.

— BUS 107 INTRODUCTION TO BUSINESS

General outline of the nature of business, including ownership, management, and organization. Business operations such as finance and decision-making controls will be emphasized. The legal and regulatory environment in which business operates will be examined.

3 class hours. 3 credit hours.

— BUS 151-152 UNIT RECORD EQUIPMENT

A terminal course to train qualified operators of electro-mechanical equipment. Study and laboratory exercise in planning, wiring, and operating unit record equipment such as key punch, sorter and accounting machine.

3 class hours. 3 credit hours per session.

— BUS 205 BUSINESS LAW

Basic collegiate course. Legal discussions and case excerpts illustrate major points of law.

3 class hours. 3 credit hours.

— BUS 206 REAL ESTATE

First general course in this field. Basic principles and variations pointed out. Overall view of real estate, property rights in real estate ownership and leasing, property ownership, financing real estate, real estate brokerage and Florida real estate law.

3 class hours. 3 credit hours.

— BUS 207 INSURANCE PRINCIPLES

A comprehensive coverage of the whole field of insurance dealing with the general problem of risk and insurance features common to all fields.

3 class hours. 3 credit hours.

— BUS 208 FEDERAL TAXATION

Primarily a terminal course. Comprehensive explanation of federal tax structure and application of tax principles to specific business problems.

3 class hours. 3 credit hours.

BUS 215 JC STATISTICS FOR BUSINESS

The collection, presentation, analysis, and interpretation of quantitative data is they pertain to economic and business problems.

Prerequisite: MTH 105 or BUS 106.

3 class hours. 3 credit hours.

BUS 216 BUSINESS COMMUNICATIONS

Techniques and practices in effective business communication. Letters and reports.

Prerequisite: ENG 101.

3 class hours. 3 credit hours.

—BUS 253-254 MANAGEMENT ON THE JOB TRAINING

Directed work experience with local businesses in specialized management areas. A minimum of 15 hours per week required.

3 credit hours per session.

—BUS 255 INTRODUCTION TO COMPUTER PROGRAMMING

For students in business, mathematics, and science. A theoretical background in the digital electronic computer. Areas: machine language programming; SPS language programming; Fortran and Cobol language programming.

3 class hours. 3 credit hours.

—BUS 256 MANAGEMENT PRINCIPLES

Basic management principles and theory, including the history, progress and functions of management. The relation of management principles to operations and the management process in business will be emphasized.

Prerequisite: BUS 107 or permission of instructor.

3 class hours. 3 credit hours.

BUS 257 MARKETING

A study of marketing principles and their relation to product, price, promotion and distribution. The interrelationship between marketing and other business operations of the firm will be included.

Prerequisite: BUS 107 or permission of instructor.

3 class hours. 3 credit hours.

CHM 101-102 MODERN CHEMISTRY

The chemical behavior of matter, the elements and their compounds, the principles underlying chemical science, and qualitative analysis. For students who do not intend to continue in chemistry or related fields.

3 class hours. 3 laboratory hours. 4 credit hours per session.

CHM 211-212 GENERAL CHEMISTRY

The behavior of matter including atomic structure, elements and compounds, chemical kinetics, equilibrium, energy relationships, radioisotopes, and qualitative analysis.

Prerequisite: MTH 106 or permission of instructor.
3 class hours. 3 laboratory hours. 4 credit hours per session.

CHM 231-232 ORGANIC CHEMISTRY

The structure, synthesis, and reactions of the compounds of carbon, and the physical principles underlying their behavior.

Prerequisite: CHM 202 or equivalent.

3 class hours 4 laboratory hours. 4 credit hours per session.

CHM 235 QUANTITATIVE ANALYSIS

Theoretical principles and laboratory procedures involved in quantitative chemical analysis, both volumetric and gravimetric.

Prerequisite: CHM 202 or equivalent. (2nd session only.)

2 class hours. 6 laboratory hours. 4 credit hours.

ECO 201-202 ECONOMICS

Understanding of our institutions and of macro- and micro-economic analyses. The operations of individual business and how it affects and is affected by the economic system. The issues of future economic policy.

3 class hours. 3 credit hours per session.

EDU 105 INTRODUCTION TO EDUCATION

The American school system; its historical and traditional influences, significance of education, opportunities and requirements.

3 class hours. 3 credit hours.

EGR 105 INTRODUCTION TO ENGINEERING

Current activities in engineering, including training in related fields and functions involved. Fundamental problem solving methods. Instruction in use of slide rule.

3 class hours. 3 credit hours.

EGR 106 ENGINEERING GRAPHICS

Instrument use plus free-hand lettering and sketching. Geometric construction application, orthographic projection, isometric and perspective drawing, sectional views, fits and tolerances, symbols and conventions for working drawings, and standard representation for threads and fasteners.

6 class hours. 3 credit hours.

EGR 107 DESCRIPTIVE GEOMETRY

Applications of the principles of orthographic projection to the solution of three-dimensional problems.

Space relationship of points, lines and planes with examples in engineering practice.

6 class hours. 3 credit hours.

EGR 155 JC ELEMENTARY SURVEYING

Lecture and field practice covering use, care, and limitations of various surveying instruments or related equipment. Data taken from transit rod, tape, differential level, etc., is properly

recorded in field notes.

Prerequisites: EGR 106 and MTH 150 JC.

6 class hours. 3 credit hours.

EGR 156 JC TOPOGRAPHICAL AND INDUSTRIAL DRAWINGS

Theory and practice in making maps, charts, and structural drawings.

Prerequisites: EGR 106, EGR 107, and MTH 150 JC.

6 class hours. 3 credit hours.

EGR 211 JC - 212 JC ADVANCED DRAFTING & DESIGN

Skilled use of instruments, or sketches, involved in projects of assembly or detailed drawings, where handbook data, manufacturers' catalogs, etc., are used in design work. Various drafting fields explored prior to specialization in—architectural, structural, mechanical, electrical, etc.

Prerequisite: EGR 106 and EGR 107.

6 class hours. 3 credit hours per session.

—EGR 255 JC MACHINE SHOP PRACTICES

Tools and methods in industrial production or research. Standard practices involved with weldments and foundry products. Capabilities of machines for quantity and quality output.

3 class hours (laboratory). 1 credit hour.

—EGR 256 JC MATERIALS OF ENGINEERING

Production, composition and properties of materials used in engineering. Effects of usual processes on and the standardized testing of these materials. Laboratory work supplements classroom study of stress, strain, types of failure and related phenomena.

6 class hours. 3 credit hours.

EGR 257 JC ADVANCED SURVEYING

A continuation of EGR 155 JC, including hydrographic, topographic, drainage, construction, and route surveys.

Prerequisite: EGR 155 JC.

6 class hours. 3 credit hours.

EGR 258 JC STATICS AND STRENGTH OF MATERIALS

Principles of statics; resultants and equilibrium of co-planar force systems; vectors; trusses containing two force members; friction; centroids. Problems related to stresses, factor of safety, strain, modulus of elasticity, beam deflection, and loaded columns.

Prerequisite: MTH 150 JC.

3 class hours. 3 credit hours.

EGR 259 JC CONSTRUCTION PROCEDURES

Plans of homes, small structures, and highways analyzed for purposes of making good estimates on labor, material, and overhead for various phases of construction work including consid-

eration of a time schedule to complete project as required.

Prerequisites: EGR 106 and MTH 150 JC.

3 class hours. 3 credit hours.

EGR 265 JC SOIL MECHANICS

Soils will be sampled, identified, classified and variously tested for liquid limit, voids ratio, lineal shrinkage, etc. Relation of bearing capacity and other soil characteristics to foundation or other construction needs.

3 class hours (laboratory). 1 credit hour.

EGR 266 JC ELEMENTS OF ELECTRICITY

Principles of electrical circuits, motors, generators, transformers, controllers, batteries, and power distribution.

Prerequisite: MTH 150 JC.

3 class hours. 3 credit hours.

ENG 053-054 JC BASIC ENGLISH

Laboratory course in fundamentals of grammar and composition.

5 class hours. 3 credit hours per session.

ENG 101-102 FRESHMAN ENGLISH

Emphasis on effective writing. Grammar review as needed. Readings as a basis for writing. Research report required in first session. Must be taken in sequence.

3 class hours. 3 credit hours per session.

ENG 155 JC TECHNICAL WRITING

Reading and writing technical documents, specification sheets, maintenance manuals, and professional reports.

Prerequisite: ENG 101.

3 class hours. 3 credit hours.

ENG 215 ADVANCED COMPOSITION

More advanced writing to develop style and technique. Offered alternately with ENG 216.

Prerequisites: ENG 101 and 102.

3 class hours. 3 credit hours.

ENG 216 CREATIVE WRITING

Imaginative writing in students' choice of forms. Offered alternately with ENG 215.

Prerequisites: ENG 101 and 102.

3 class hours. 3 credit hours.

FRH 101-102 ELEMENTARY FRENCH

For beginners or those with one year of high school French. Grammar, syntax, and pronunciation. Laboratory work required.

3 class hours. 3 laboratory hours. 4 credit hours per session.

FRH 211-212 INTERMEDIATE FRENCH

Grammar review, composition, and dictation. Vocabulary building. Laboratory work.

Prerequisites: FRH 101 and 102 or two years of high school French.

3 class hours. 3 laboratory hours. 4 credit hours per session.

FRH 215 CONVERSATION AND COMPOSITION

Brief grammar review. Stress on fluency in daily speech. Class conducted in French. May be taken concurrently with FRH 211 or 212.

Prerequisites: FRH 101-102 or permission of instructor.

3 class hours. 3 credit hours.

FRH 235 FRENCH CIVILIZATION

Readings and lectures in the cultural, geographic, and social history of France.

Prerequisites: FRH 211-212 or permission of instructor.

3 class hours. 3 credit hours.

FRH 236 FRENCH LITERATURE

Survey of classic and contemporary periods. Accepted by the state for teacher certificate. Conducted entirely in French.

Prerequisites: FRH 211-212 or permission of instructor.

3 class hours. 3 credit hours.

— GEO 105 INTRODUCTION TO GEOGRAPHY

The major physical, political, cultural, economic and resource patterns in the world.

3 class hours. 3 credit hours.

— GEO 205 CONSERVATION OF NATURAL RESOURCES

A survey of natural and human resources and the utilization of these resources. Conservation in the United States, with particular emphasis on Florida .

3 class hours. 3 credit hours.

— GER 101-102 ELEMENTARY GERMAN

Conversation and grammar with readings and laboratory practice.

3 class hours. 3 laboratory hours. 4 credit hours per session.

GER 211-212 INTERMEDIATE GERMAN

Grammar review and vocabulary enrichment. Study of German culture and literature.

Prerequisites: GER 101 and 102.

3 class hours. 3 laboratory hours. 4 credit hours per session.



—GLY 101-102 GEOLOGY

Formation, identification, and composition of minerals, structure of the earth, relations of human, plant and animal life to geological resources. The dynamic history of the earth's formation and alteration. Origin and development of life forms. Concepts of geologic time.

3 class hours. 3 laboratory hours. 4 credit hours per session.

—GOV 205 AMERICAN NATIONAL GOVERNMENT

The American political system and process. A study of American political behavior in the context of institutions and their functions. Congress, the Presidency, the courts, parties, pressure groups.

3 class hours. 3 credit hours.

—GOV 206 AMERICAN STATE AND LOCAL GOVERNMENT

The state as political entities within the American political system. Functions, processes, and problems of state and local governmental institutions. Political behavior in parties and pressure groups.

3 class hours. 3 credit hours.

—GOV 207 INTRODUCTION TO POLITICAL SCIENCE

The nature of politics, political systems, and processes. Political behavior. Contemporary approaches and methods in political analysis.

3 class hours. 3 credit hours.

GOV 208 INTERNATIONAL RELATIONS

The behavior of nation-states in terms of economic, political, psychological, sociological and ideological factors. Power, morality, and law among nations. Conflict and cooperation in the pursuit of national interests. International political systems and processes relating to security and other values.

Prerequisites: GOV 207, GOV 205, GOV 206 or permission of the instructor.

3 class hours. 3 credit hours.

HIS 101-102 HISTORY OF WESTERN CIVILIZATION

The development and meaning of western history from its origins to the present; the evolution of political, social, economic, religious, and scientific ideas and institutions.

3 class hours. 3 credit hours per session.

HIS 103-104 CURRENT EVENTS

Survey of current events on the local, national, and international level.

1 class hour. 1 credit hour per session.

HIS 201-202 HISTORY OF THE UNITED STATES

The political, economic, and social development of the United States; interpretations of United States history; special reference to general forces such as nationalism, democracy, populism, and capitalism.

3 class hours. 3 credit hours per session.

HIS 205 FLORIDA HISTORY

From the age of discovery of Florida to the present day.

3 class hours. 3 credit hours.

HIS 255 JC AMERICAN NATIONAL CHARACTER

Seminar for teachers.

The development of the American national character in the twentieth century with emphasis on an historical approach to contemporary literature. Credit can be used by teachers for recency of credit and/or extension of certificates.

Prerequisite: 6 hours history.

3 class hours. 3 credit hours.

HPE 105 INTRODUCTION TO PHYSICAL EDUCATION

Specific objective: Cognizance of the educational process of physical education, its interrelationship with the total educational process, its philosophical basis, the history of its development and the methods of management. Primarily for physical education majors and elementary education majors. Discussion of (1) existing confusion as to role, (2) relationship to general education, (3) theory vs. practicality in physical education, (4) existing philosophies.

3 class hours. 3 credit hours.

HPE 106 PERSONAL AND COMMUNITY HEALTH PROBLEMS

Personal health habits. Application of scientific health facts and principles to better living. Community health program and its problems.

3 class hours. 3 credit hours.

HPE 107 SURVEY OF CONTEMPORARY DANCE

An introduction to the art of dance including: (1) historical background, (2) comparison of styles accomplished through class execution of typical ethnic ballet and contemporary movement, (3) experiments in dance composition, (4) exploration of dance related career opportunities.

2 class hours. 2 credit hours.

HPE 155 THROUGH 165 FRESHMAN HEALTH AND PHYSICAL EDUCATION

Recreational activities in individual and group sports which utilize college and community facilities. Emphasis on good health and safety. **FOR FRESHMEN ONLY.**

2 class hours. 1 credit hour per session.

HPE 166 VARSITY BASKETBALL

Offered in Session I. Permission of the head basketball coach required. Varsity basketball is primarily for students participating in intercollegiate basketball.

1 credit hour.

HPE 167 VARSITY BASEBALL

Offered in Session II. Permission of the head baseball coach required. Varsity baseball is primarily for students participating in intercollegiate baseball.

1 credit hour.

HPE 205 SPORTS OFFICIATING

Techniques and skills for officiating high school and college sports.

3 class hours. 3 credit hours.

HPE 255 THROUGH 265 SOPHOMORE HEALTH AND PHYSICAL EDUCATION

Recreational activities in individual and group sports which utilize college and community facilities. Emphasis on good health and safety. **FOR SOPHOMORES ONLY.**

2 class hours. 1 credit hour per session.

HSP 155 INTRODUCTION TO THE HOSPITALITY INDUSTRY

History, objectives, economics and sociological importance of the industry, especially in Florida. Review of the growth and development of hotels, motels, and restaurants. Variations analyzed.

1 class hour. 1 credit hour.

HSP 156 FOOD PREPARATION AND QUANTITY COOKERY I

Application of principles of food preparation to quantity

Activity courses

cooking. Introduction to the kitchen, menu planning and operation. Laboratory hours included.

3 class hours. 3 credit hours.

HSP 157 FOOD PREPARATION AND QUANTITY COOKERY II

Food preparation as related to quantity cooking by departments and station. Detailed studies in raw materials, standard recipes, menu planning and the use of equipment. Kitchen operations analyzed. Laboratory hours included.

3 class hours. 3 credit hours.

HSP 158 FRONT OFFICE PROCEDURE

Analysis of front office procedure. Preparation and completion of a practice set.

2 class hours. 2 credit hours.

HSP 159 ELEMENTS OF NUTRITION

Basic elements of nutrition in relation to the normal diet; application to menu making and food preparation. Special emphasis on retention of nutrients and nutritional deficiency diseases.

3 class hours. 3 credit hours.

HSP 165 INTERNSHIP - FOOD SERVICE INDUSTRY

On-the-job training for food service majors.

2 class hours. 2 credit hours.

HSP 166 INTERNSHIP - HOTEL-MOTEL

On-the-job training for hotel-motel majors.

2 class hours. 2 credit hours.

HSP 251-252 INTERNSHIP

A continuation of on-the-job training.

3 class hours. 3 credit hours per session.

HSP 255 ADMINISTRATION HOTEL-MOTEL RESTAURANT

Special management problems in hotels, motels, restaurants, and institutions. Emphasis on operations, design, purchasing, cost systems and personnel.

3 class hours. 3 credit hours.

HSP 256 HOTEL-MOTEL HOUSEKEEPING

Studies in housekeeping and its administration; control of supplies, sanitation, cleaning techniques, decoration, equipment, landscaping and related subjects.

2 class hours. 2 credit hours.

HSP 257 RESTAURANT FOOD SERVICE

Special studies in food service and dining room operations.

1 class hour. 2 credit hours.

HSP 258 RESTAURANT MANAGEMENT SEMINAR

Management approach in operating a restaurant; emphasis

on cost control and food production. Seminar studies of problems confronting a restaurant manager.

3 class hours. 3 credit hours.

HSP 259 MANAGEMENT SEMINAR - HOTEL-MOTEL

A seminar in hotel-motel manager's problems and their solutions.

2 class hours. 2 credit hours.

HUM 105 HUMANITIES IN CONTEMPORARY LIFE

Contemporary ideas in art, music, literature, theatre, philosophy and their impact on modern society.

3 class hours. 3 credit hours.

HUM 106 THE HUMANISTIC TRADITION

Our heritage in Greek, Hebrew, Roman, Renaissance, and Baroque cultures and their relationship to the arts.

3 class hours. 3 credit hours.

HUM 115 ART HISTORY AND APPRECIATION

History of painting, sculpture, and architecture, and the aesthetics and functions of design.

3 class hours. 3 credit hours.

HUM 116 MUSIC HISTORY AND APPRECIATION

Materials, literature, and practices of music, and consideration of its aesthetic purposes and social function. Development of listening skills and criteria of judgment.

3 class hours. 3 credit hours.

HUM 117 WORLD LITERATURE

Readings from Homer, Cervantes, Mann, Sophocles, Flaubert, Dostoyevsky and others. Oral and written reports.

3 class hours. 3 credit hours.

HUM 118 THEATRE HISTORY AND APPRECIATION

History, analysis, and appreciation of drama and the techniques involved in its presentation.

3 class hours. 3 credit hours.

HUM 119 FOUNDATIONS OF PHILOSOPHY

The laws of theory and the philosophical method. Selected readings from Socrates to Sartre.

3 class hours. 3 credit hours.

HUM 125 HUMANITIES STUDY TOUR

22-day study tour abroad with lectures en route. Research paper required. May be audited with permission of instructor.

Prerequisite: Any Humanities course or permission of instructor.

3 credit hours.

HUM 126 SUMMER THEATRE STUDY

28 days in London. Facets and issues of the modern theatre. Study of classical and modern masterpieces, attendance of live productions, interviews with theatre personalities. Edison Junior College accepts three hours credit from Rutgers University for participation in and completion of this tour and study.

3 credit hours.

—JOU 105 JOURNALISM

Introduction to the profession; historical background; theory and practice of writing news. Work on student publications recommended.

3 class hours. 3 credit hours.

—JOU 106 SURVEY OF MASS COMMUNICATIONS

Requirements, opportunities, and responsibilities of various media. Gathering, evaluating, and writing news.

3 class hours. 3 credit hours.

LIT 215 ENGLISH LITERATURE

From beginnings to Romantic period; includes Shakespeare. Prerequisites: ENG 101 and 102 or permission of instructor.

3 class hours. 3 credit hours.

LIT 216 ENGLISH LITERATURE

From Romantic period to the present.

Prerequisites: ENG 101 and 102 or permission of instructor.

3 class hours. 3 credit hours.

LIT 217 AMERICAN LITERATURE

Reading from major American writers from the beginning to the present.

Prerequisites: ENG 101 and 102 or permission of instructor.

3 class hours. 3 credit hours.

LIT 218 CONTEMPORARY LITERATURE

Main currents of the twentieth century. Wide reading with discussion. Oral and written reports.

Prerequisites: ENG 101 and 102 or permission of instructor.

3 class hours. 3 credit hours.

—MTH 053-054 JC DEVELOPMENTAL MATHEMATICS

A programmed course, including modern terminology. The equivalent of Algebra I.

NOTE: MTH 053 JC is required of all students who fall below the admission tests for the college level mathematics courses. After satisfactory completion of Developmental Mathematics, the non-science, non-math, or non-technical student takes MTH 105; the science, math, or technical student would proceed to MTH 090 JC and then to MTH 106 or MTH 156 JC.

5 class hours. 3 credit hours per session.

MTH 090 JC INTERMEDIATE ALGEBRA

Equivalent of Algebra II.

Prerequisite: MTH 053 - 054.

3 class hours. 3 credit hours.

MTH 105 GENERAL EDUCATION MATHEMATICS

Sets, number system. Operations in algebra, ratio and proportion, functions, basic trigonometry.

Prerequisite: Appropriate test scores.

3 class hours. 3 credit hours.

MTH 106 COLLEGE ALGEBRA AND TRIGONOMETRY

Exponential and logarithmic functions, trigonometric functions, inverse functions, sequences.

Prerequisite: Algebra II and plane geometry.

4 class hours. 4 credit hours.

MTH 155 JC ALGEBRA AND TRIGONOMETRY FOR TECHNICIANS

Basic algebra and trigonometry with emphasis on applications.

Prerequisite: MTH 090 JC or Algebra II.

4 class hours. 4 credit hours.

MTH 215 ELEMENTARY STATISTICS

Basic statistical concepts, probability and sampling, regression and prediction, measures of correlation applications.

Prerequisites: Algebra I, MTH 090 JC or MTH 150 JC.

3 class hours. 3 credit hours.

MTH 216 CALCULUS WITH ANALYTIC GEOMETRY

Real numbers, functions, limits, analytic geometry; elementary differentiations, integration, and applications. Sequential with MTH 235 and 236.

Prerequisites: MTH 106 with minimum grade of C or consent of instructor.

4 class hours. 4 credit hours.

MTH 235 CALCULUS WITH ANALYTIC GEOMETRY

Differentiation and integration of trigonometric, logarithmic, and exponential functions; special techniques of integration, polar coordinates, vectors in the plane, and analytic geometry in three space.

Prerequisite: MTH 216 with minimum grade of C or consent of instructor.

4 class hours. 4 credit hours.

MTH 236 CALCULUS WITH ANALYTIC GEOMETRY

Linear systems and matrices, partial derivatives, multiple integration and line integrals, improper integrals, sequences and infinite series.

Prerequisite: MTH 235 with minimum grade of C or consent of instructor.

4 class hours. 4 credit hours.

MTH 237 INTRODUCTION TO LINEAR ALGEBRA

Coordinate geometry and vectors in two and three dimensions, linear equations, vector spaces, matrices, and linear mappings.

Prerequisite: MTH 235 with a minimum grade of C.
3 class hours. 3 credit hours.

MTH 256 JC ANALYTIC GEOMETRY AND CALCULUS FOR TECHNICIANS

Basic analytic geometry and introductory calculus with emphasis on applications.

Prerequisite: MTH 155 JC or equivalent.
4 class hours. 4 credit hours.

MUS 101-102 MUSIC THEORY I, II

Integrated study of materials and procedures of music and development of musicianship skills.

MUS 151 is recommended concurrently.
5 class hours. 4 credit hours per session.

MUS 151-152 CLASS PIANO I, II

Elementary instruction in piano; emphasis on music reading, piano technique, and piano literature.

2 class hours. 1 credit hour per session.

MUS 153-154 CLASS VOICE I, II

Fundamentals of singing; emphasis on tone production and diction as applied to vocal literature.

MUS 106 and/or MUS 151 recommended concurrently.
2 class hours. 1 credit hour per session.

MUS 165, 166, 265, 266 APPLIED MUSIC INSTRUCTION

Individual vocal or instrumental instruction may be arranged for students of advanced accomplishments. Permission of instructor required.

1 credit hour for each $\frac{1}{2}$ hour of instruction.

MUS 175, 176, 275, 276 COLLEGE CHOIR

Study, rehearsal, performance of choral literature, with training in fundamentals of singing. Attention given to general cultural and humanistic considerations.

3 class hours. 1 credit hour per session.

MUS 185, 186, 285, 286 INSTRUMENTAL ENSEMBLE

Study and performance of ensemble literature for various small groupings. Permission of instructor required.

2 class hours. 1 credit hour per session.

MUS 195, 196, 295, 296 VOCAL ENSEMBLE

Study and performance of ensemble literature for various small groupings. Permission of instructor required.

2 class hours. 1 credit hour per session.

MUS 211-212 MUSIC THEORY III, IV

Continuation of MUS 101-102 with keyboard application.

Prerequisite: MUS 101-102 or permission of instructor.

5 class hours. 4 credit hours per session.

MUS 251-252 CLASS PIANO III, IV

Continuation of MUS 151-152.

Prerequisite: MUS 151-152 or permission of instructor.

2 class hours. 1 credit hour per session.

MUS 253-254 CLASS VOICE III, IV

Continuation of MUS 153-154.

Prerequisite: MUS 153-154 or permission of instructor.

2 class hours. 1 credit hour per session.

PHY 111-112 FUNDAMENTALS OF PHYSICS

Non-calculus introduction to physics; primarily for pre-professional and technical students; mechanics, heat, and sound covered the first session; light and electricity, the second session.

Prerequisite: MTH 106 or permission of instructor.

3 class hours. 3 laboratory hours. 4 credit hours per session.



PHY 231-232 GENERAL PHYSICS

A traditional comprehensive course; develops the basic ideas and concepts in physics. PHY 231 includes mechanics, heat, and sound. PHY 232 includes light, electricity, and atomic structure.

Prerequisite or corequisite: MTH 216.

3 class hours. 3 laboratory hours. 4 credit hours per session.

PPY 205 LOGIC: REASONING AND CRITICAL THINKING

Basic course in methods and principles in development of correct reasoning.

3 class hours. 3 credit hours.

PSC 105 INTRODUCTION TO LAW ENFORCEMENT

Philosophical and historical backgrounds of law enforcement. Organization, purpose, and functions of law enforcement and other agencies involved in the administration of criminal justice in the U.S. Career orientation.

3 class hours. 3 credit hours.

PSC 106 POLICE ORGANIZATION AND ADMINISTRATION

Principles of organization and administration in law enforcement function and activities; planning and research, public relations personnel and training; inspection and control; policy formation.

3 class hours. 3 credit hours.

PSC 107 POLICE ROLE IN CRIME AND DELINQUENCY

General orientation to the field of Criminology. Topics covered: development of delinquent and criminal behavior, initial handling and proper referrals; preventive police techniques. Specific police problems such as addicts, the mentally ill, compulsive and habitual offenders are studied. Special attention given to the police handling of juveniles and youths.

3 class hours. 3 credit hours.

PSC 205 CRIMINAL INVESTIGATION

Criminal investigation procedures, including theory of an investigation, case preparation, specific techniques for selected offenses, questioning of witnesses and suspects, and problems in criminal investigation.

3 class hours. 3 credit hours.

PSC 206 CRIMINAL LAW

Nature, sources and types of criminal law. Classification and analysis of crimes and criminal acts in general and the examination of selected specific criminal offenses.

3 class hours. 3 credit hours.

PSC 211 CRIMINAL PROCEDURE AND EVIDENCE

Principles, duties, and mechanics of criminal procedure as applied to important areas of arrest, force, and search and seizure. Study and evaluation of evidence and proof; kinds, degrees, admissibility, competence, and weight. Deals with rules of evidence and procedure at the operational level in law enforcement.

3 class hours. 3 credit hours.

PSY 105 GENERAL PSYCHOLOGY

An examination of the nature, origin, development, and significance of emotional, intellectual, and manual activities; insight into the general principles underlying human behavior. Personal application of psychological principles.

3 class hours. 3 credit hours.

PSY 215 CHILD PSYCHOLOGY

A study of the development process of the childhood period.

Prerequisite: PSY 105.

3 class hours. 3 credit hours.

PSY 216 ADOLESCENT PSYCHOLOGY

Emphasis on the developmental tasks and psychological problems of the adolescent.

Prerequisite: PSY 105.

3 class hours. 3 credit hours.

PSY 217 EDUCATIONAL PSYCHOLOGY

The psychology of learning. The relationship of learning principles to teaching practices.

Prerequisite: PSY 105.

3 class hours. 3 credit hours.

PSY 255 INDUSTRIAL AND BUSINESS RELATIONS

Application of psychological relations in industry and business. A study of the principles of leadership and the role of the individual toward those under his authority. Covers the techniques of good working relationships, and the importance of the working environment to productivity.

3 class hours. 3 credit hours.

REA 051-052 JC BASIC READING SKILLS

Developmental reading studies. Emphasis on comprehension, vocabulary improvements, and use of the dictionary. Machines used.

3 class hours. 1 laboratory hour. 3 credit hours per session.

REA 105 COLLEGE READING SKILLS

Higher level comprehension skills. Deductive and inductive reasoning. Reading from various disciplines. Skimming and scanning techniques with machines used.

3 class hours. 1 laboratory hour. 3 credit hours.

SCI 101-102 FRONTIERS OF SCIENCE

The advances of science into the future as developed from scientific principles in physics, geology, chemistry, biology, and derivative sciences.

A terminal and transfer general education course to provide a minimum cultural contact with science.

3 class hours. 3 laboratory hours. 4 credit hours per session.

SEC 101 INTERMEDIATE TYPING

Touch typewriting - preparatory for Advanced Typewriting.
Prerequisite: 1 year high school typing or SEC 150.
4 class hours. 2 credit hours.

SEC 102 ADVANCED TYPING

Speed with accuracy emphasized - Preparation of manuscripts and reports.

Prerequisite: SEC 101 or permission of instructor.
3 class hours. 3 credit hours.

SEC 103 INTERMEDIATE SHORTHAND

Shorthand reading and writing - Introduction to Transcription preparatory for SEC 104 and SEC 115.

Prerequisite: 1 year high school shorthand or SEC 160.
5 class hours. 3 credit hours.

SEC 104 ADVANCED SHORTHAND

Sustained dictation with transcription of business letters and technical matter. Taken concurrently with SEC 115.

Prerequisite: SEC 101 and 103.
3 class hours. 3 credit hours.

SEC 113 FILING AND OFFICE MACHINES

Alphabetic, numeric, and geographic filing. Development of skill in operation of ten-key and rotary calculators. Offered Session III only.

Prerequisite: Basic typing or equivalent.
4 class hours. 3 credit hours.



SEC 115 TRANSCRIPTION

Transcription of business letters dictated at various speeds.
AIM: Transcription at rate of 40 words per minute.

Prerequisite: SEC 101 and 103.

3 class hours. 3 credit hours.

SEC 150 BEGINNING TYPING

Touch typewriting, mechanical features of the machine.
Timed drills, rough drafts, tabulation, and letter styles.

4 class hours. 2 credit hours.

SEC 160 BEGINNING SHORTHAND

Shorthand reading and writing. Introduction to transcription.

5 class hours. 3 credit hours.

SEC 206 OFFICE PRACTICE

Functions of the office in modern business and office routines.
SEC 215, SEC 211, and SEC 206 may be taken concurrently.

3 class hours. 3 credit hours.

SEC 218-219 INTERNSHIP, MEDICAL, LEGAL AND EXECUTIVE

Practical experience of at least 15 hours per week under the supervision of the Management Training coordinator in the office of a local business firm or professional office.

Prerequisites: SEC 102, 104 and 115.

3 credit hours per session.

SEC 215 MEDICAL SHORTHAND, TRANSCRIPTION AND TERMINOLOGY

Sustained practice in dictation and transcription of medical vocabulary and writing of medical case histories.

Prerequisite: SEC 104 and SEC 115.

3 class hours. 3 credit hours.

SEC 216 LEGAL SHORTHAND, TRANSCRIPTION AND TERMINOLOGY

Sustained practice in dictation and transcription of legal vocabulary, and legal forms such as wills, contracts, deeds, closing statements, opinions of title and forms used in pleadings and briefs.

Prerequisites: SEC 104 and SEC 115.

3 class hours. 3 credit hours.

SEC 217 EXECUTIVE SHORTHAND, TRANSCRIPTION AND TERMINOLOGY

Continued practice in dictation and transcription of business vocabulary, letter writing and technical matter in scientific areas.

Prerequisites: SEC 104 and SEC 115.

3 class hours. 3 credit hours.

SOC 105 INTRODUCTION TO THE SOCIAL STUDIES

Introductory course with emphasis on government, sociology, and economics.

3 class hours. 3 credit hours.

SOC 106 PERSONAL AND SOCIAL ADJUSTMENT

Application of psychology, philosophy, and sociology to success. How to study, vocational choice, philosophy of life, general life adjustment and self analysis.

3 class hours. 3 credit hours.

SOC 107 INTRODUCTION TO SOCIOLOGY

Changing social norms, mores, and folkways, with emphasis on sociological approaches, definitions, and conclusions.

3 class hours. 3 credit hours.

SOC 205 MARRIAGE AND THE FAMILY

A psychological and sociological study of the development of personality in relation to success in marriage. The family as an institution. Dating, the engagement period, and the early years of marriage. Self-evaluations.

3 class hours. 3 credit hours.

SOC 206 INTRODUCTION TO SOCIAL WELFARE

A basic introduction to social welfare, social work and social problems of modern society.

3 class hours. 3 credit hours.

SOC 215 SOCIAL SCIENCE

A combination of sociology, political science, anthropology, and other social sciences which apply scientific methods to the study of contemporary societies and their problems.

Prerequisites: 6 hours of social sciences or permission of the instructor.

3 class hours. 3 credit hours.

SPE 105 EFFECTIVE SPEAKING

Principles and practice in communicating effectively to a group. Gathering and organizing of material.

3 class hours. 3 credit hours.

SPE 108 VOICE AND DICTION

Laboratory work to improve quality, expressiveness, enunciation, and pronunciation.

2 class hours. 2 credit hours.

SPE 109 INTRODUCTION TO THEATRE ARTS

Exploration for appreciation and to discover abilities and interests. Offered Summer Sessions only.

3 class hours. 3 laboratory hours. 3 credit hours.

SPE 111-112 ACTING

Principles and techniques of acting with production of selected scenes.

3 class hours. 3 laboratory hours. 3 credit hours per session.

SPE 115 ORAL INTERPRETATION OF LITERATURE

Critical appreciation of poetry and dramatic literature through oral reading.

Prerequisite or corequisite: SPE 105.

3 class hours. 3 credit hours.

SPE 205 DRAMA FOR DISCUSSION

Adaptation of classics with presentation for discussion by cast and audience.

3 class hours. 3 credit hours.

SPE 206 SURVEY OF CHILDREN'S THEATRE

Creative dramatics, techniques and materials of plays for and with children.

3 class hours. 3 credit hours.

SPE 215 ARGUMENTATION

Experiments in argumentation, evidence, and reasoning.

3 class hours. 3 credit hours.

SPE 216 INTRODUCTION TO DEBATE

Analysis of propositions of fact, policy, definition, research methods, and debate structure leading to participation in debates.

1 class hour. 1 credit hour per session.

SPH 101-102 BEGINNING SPANISH

For beginners or those with one year high school Spanish. Training in linguistic skills through typical dialog, pattern drills, and laboratory exercises.

3 class hours. 3 laboratory hours. 4 credit hours per session.

SPH 211-212 INTERMEDIATE SPANISH

Further training in linguistic skill with more writing; reading of literary works.

Prerequisites: SPH 101 and 102 or two years high school Spanish.

3 class hours. 3 laboratory hours. 4 credit hours per session.

SPH 215 ADVANCED CONVERSATION AND COMPOSITION

Brief grammar review. Emphasis on fluency and clarity of expression. Conducted entirely in Spanish. May be taken concurrently with SPH 211 or 212.

Prerequisites: SPH 101-102 or equivalent.

3 class hours. 3 credit hours.

SPH 235 HISPANIC LITERATURE

History and development of Spanish literature from the beginning to the present.

Prerequisites: SPH 211-212 or equivalent.

3 class hours. 3 credit hours.

SPH 236 HISPANIC CIVILIZATION

Reading and lectures in the cultural, geographic, and social history of Spain.

Prerequisites: SPH 211-212 or equivalent.

3 class hours. 3 credit hours.

ZOO 215 INVERTEBRATE ZOOLOGY

Comparative anatomy, morphology, development, and physiology of invertebrates.

Prerequisite: BIO 101-102.

3 class hours. 3 laboratory hours. 4 credit hours.

ZOO 235 VERTEBRATE ZOOLOGY

Vertebrate anatomy, morphology, development, and physiology.

Prerequisite: ZOO 215 or permission of the instructor.

3 class hours. 3 laboratory hours. 4 credit hours.





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CAMPUS DEVELOPMENT PLAN
EDISON JUNIOR COLLEGE
FORT MYERS - FLORIDA

- A TECHNOLOGY
- B SCIENCE
- C STUDENT CENTER & ACADEMIC
- D AUDITORIUM
- E LIBRARY & ADMINISTRATION
- F HUMANITIES
- G ACADEMIC
- H ACADEMIC
- I DRESSING ROOMS
- J GYMNASIUM
- K POOL
- L CENTRAL MECHANICAL PLANT

McRYDE AND FRIZZELL
ARCHITECTS ... FORT MYERS
THE PERKINS & WILL PARTNERSHIP
ARCHITECTS ... CHICAGO
0 50 100 200 300 400
3 JANUARY 1964

Denotes buildings
presently completed

